

03-21

DEPARTMENT OF THE ARMY
California Army National Guard
Los Alamitos Army Aviation Support Facility
4612 Doolittle Avenue, Bldg. 913
Los Alamitos, California 90720-5001

LAAASF

February 27, 2003

MEMORANDUM FOR Record

SUBJECT: LAAASF Aircraft Issue, Pre-flight, Start-up Procedures

1. Recent events have demonstrated a need to implement control measures for the Issue, Inspection, and start-up of aircraft operated from the facility. Effective immediately, the following procedures will be followed;

a. Before issuing a log book to operations, maintenance will;


- 1) Review the log book for errors/open write-ups.
- 2) Unchain the aircraft.
- 3) Complete any necessary daily inspections.
4. Check all fluid levels to include fuel.

b. When the crew is prepared to depart operations for the aircraft, the duty Officer/NCO will contact maintenance via phone or radio and advise them to have the assigned facility crew chief meet the aircrew at the aircraft to review the logbook and resolve any discrepancies.

c. All aircraft will have a fire-guard present and posted during engine start in the following precedence;

- 1) Aircrew-member assigned to the AFTP/Mission.
- 2) Facility technician assigned to the aircraft.
- 3) Airfield transient alert.
- 4) Facility duty officer/NCO.

2. POC is MAJ Malarky @ 6-1103 or email at Bruce.Malarky@ca.ngb.army.mil.


M.A. Lascano
MAJ, AV
Facility Commander

DIST:
LAAASF Supervisors
LAAASF Reading File
Cdr, 1/18th CAV
Cdr, 1-140th GSAB